

# Email

## How do I reset my email password?

### Access Mail Manager Panel

1. **Login to your 1st Domains account** at <https://www.1stdomains.co.nz/client/login.php>.
2. On the 'Account Manager' page, click '**Manage Domains & Services**'.
3. On the 'Manage Domains & Services' page, click the **Domain Name** (in red) for which you want to update the email password.
4. On the 'Domain Name Manager' page, click '**Manage Email**'.
5. Click the desired email address that you wish to update the password for so the options expand out.
6. Scroll to the '**Password**' section and enter the new password twice.
7. Click the green '**Update**' button at the bottom left.

Your email password will be updated. Remember to update the password on all devices that are connecting to this email.

### Password Requirements

Your password needs to meet the following requirements to help prevent your email account from being compromised:

- It must be between 8 and 30 characters long.
- It must contain both letters (a-z) and numbers (0-9).
- It must contain at least one uppercase letter (A-Z).
- It may contain **only** the following special characters: !@#\*+()[];:.
- It cannot contain a repeating pattern (for example 11111).
- It cannot contain any recognisable part of your email address.

Unique solution ID: #1080

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